



1207 Quarrier St
Charleston, WV 25301
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Application for
Public Display Fireworks Permit

Revised 07/28/2011

Class C Consumer Fireworks are illegal to use and possess within the State of West Virginia.

This application is intended to receive authorization from the West Virginia State Fire Marshal to have a lawful public fireworks display with fireworks strictly intended for such use and as permitted by law. Any violation of the West Virginia fireworks law (WVSC 14.1) is a citable offense and will be pursued as such.

Each public fireworks display must be performed by a West Virginia licensed pyrotechnic operator and must be authorized prior to the display by the West Virginia State Fire Marshal's Office. It is the pyrotechnician's responsibility to ensure compliance with all applicable requirements set forth by NFPA 1123 and / or NFPA 1126 for indoor displays.

It is the event organizer's responsibility to obtain permission from the property owner as well as all required signatures from local law enforcement and fire officials and to submit the permit application in a timely manner to allow processing.

Documentation Required for the Permit

- Approval by local law enforcement and fire officials.

Please be sure to complete the application and obtain all required signatures prior to submitting the application to the West Virginia State Fire Marshal's Office, 1207 Quarrier St, Charleston, WV 25301, for review. The permit shall be valid only for the date / time / location listed on the application. Any variance thereof shall require a new permit form to be submitted for authorization by the West Virginia State Fire Marshal's Office.

- Permit Fee

The public display fireworks permit fee is set at 1% of the total fireworks cost, but no less than \$ 25.00 for each shoot. Payment is payable to the West Virginia Fire Marshal's Office. A copy of the invoice from the fireworks supplier must accompany the permit application.

- Proof of Insurance

The fireworks event organizer must provide liability insurance coverage of no less than \$ 500,000.00. Insurance policies will be accepted only if they clearly state coverage of fireworks display on the date / time / location applied for.

- Map of Display Site

Indicate the firing site, spectator area, nearest roadway, etc. and mark distances in feet

Permit Process

Upon receipt of the completed fireworks display permit along with all required documents and fees, a representative of the West Virginia Fire Marshal's Office will review your application, and either approve or deny the permit application. If the permit is denied the entire application and fees will be returned to the applicant. If the permit is approved you will receive a signed copy of the permit by mail prior to the display date.

Application Definitions

Purpose of Event	This refers to the occasion or event that the fireworks will be displayed at. i.e. 'Strawberry Festival' , 'Italian Festival', etc....
Applicant / Sponsor	This is the person, company or entity that orders, pays for and holds liability for the fireworks display
Point of Contact	This is the person that would be available during normal business hours to answer any questions regarding the application or the display
Property Owner	This is the legal owner of the property that the fireworks will be displayed on. This can be a person, company or government agency, but permission must be obtained.
Insurance	Each fireworks display must be covered by liability insurance no less than \$ 500,000.00. You must attach a copy of the insurance policy. List the Insurance i.e. Statefarm, Nationwide, etc..., the policy number and the Policyholder which is the person, company or entity that carries the insurance covering the fireworks display event.
Location Description	This is the common name of the location that the fireworks display will be held at. i.e. Football field, Fairgrounds, Riverfront, etc...
Raindate	A raindate is only valid if all the other variances remain the same i.e. location, distances, delivery mode, etc.. If anything but the date changes you must submit a new application form
Physical Address	This is the location address i.e. 140 main St, Rt 250 South, etc.
Fireworks Supplier	This is the company that you purchase the display fireworks from
Delivery Date	This is the date that you will receive the display fireworks from the seller
Delivered to	This is the person that took physical possession of the fireworks upon delivery.
Storage Location	Where the fireworks will be held at between delivery and actual display
Storage Type	How will the fireworks be stored between delivery and display i.e. magazine, day box, trailer, etc
Shells	Size – what is the largest size shell being shot and what type of shells i.e. aerials, multi shot cakes, etc. and how many shells total
Total Cost	How much did you pay for the fireworks – permit fee will be 1 % of that amount but no less than \$ 25.00 for each permit. You must submit a copy of the fireworks invoice.



Office Use Only

Approved On:

By:

Application for West Virginia Public Fireworks Display

1. Event Details					Type of Display: ____ Indoor ____ Outdoor	
Purpose of Event						
Applicant / Sponsor						
Mailing Address						
Point of Contact	Name		Phone Nr.			
	Email		Cell Nr.			
Property Owner	Name		Phone Nr.			
Permission Obtained	Verbally ____ Written ____ Other (explain) _____					
Insurance Company			Policy			
Policy Holder			Amt Covered	\$		

2. Display Details					
Display Date		Time		Rain Date	
Location Description			County		
Physical Address					
Fireworks Supplier	Name				
	Address				
	Phone		ATF Permit		
Delivery	Date		Delivered to		
Storage	Location		Type		
Shells	Size		Type		
	Quantity		Total Cost		

3. Pyrotechnic Operator

Pyrotechnician	Name			
	WV License Nr.			
Assistant Technician	Name		Age	

4. Local Fire Official Approval (must be completed by Chief or Acting Chief of local Fire Dept)

Area Fire Department	Name			
Fire Chief	Name		Phone	
Site Inspection Conducted	Date			
<p>I, the undersigned, am the duly elected and / or sworn Fire Chief of the fire department responsible for the area that the requested fireworks display shall be held at. I am familiar with the minimum distance requirements for fireworks displays in accordance with NFPA 1123 for outdoor displays / NFPA 1126 for indoor displays and <i>I verified that all minimum distances have been met</i> at the display site. There are no safety concerns and the fireworks display will have adequate fire protection on the day of the shoot provided by my fire department.</p>				
Chief Signature		Date		

5. Local Law Enforcement if incorporated area- Chief of Police , if unincorporated County Sheriff

Law Enforcement Agency	Name			
Agency Chief Officer	Name		Phone	
<p>I, the undersigned, am the duly elected and / or sworn Chief Local Law Enforcement Officer for the area that the requested fireworks display shall be held at. I have no concerns, objections or safety issues with the intended fireworks display as portrayed in this application.</p>				
Chief Officer's Signature		Date		

Affidavit

Name (Print)				
Employed by		Phone		
<p>I, the undersigned, have completed this application truthfully and I accept full financial responsibility to satisfy claims for damages to property or personal injuries arising out of any act of omission. I realize that the West Virginia State Fire Marshal cannot be held responsible for any injuries, damages or losses arising from the requested fireworks display. All responsibilities lay with the applicant, the pyrotechnic operator and the local fire official</p>				
Signature		Date		